State Portal Steering Committee Meeting
Summary Minutes

Meeting Date: **July 8, 2005** Meeting Time: 1**:00 – 3:00 pm** Meeting Location: **900 N Street Room 340**

Attendees:

Committee members:, Jim Culbeaux, Tom Dolce, Carol Fieldhouse, Davood Ghods, John Jewell, J. Clark Kelso, John Kriege, Kelvin Pye, Larry Toliver

Alternate members: Kristine Ogilvie

Others: Denise Blair, Paul Benedetto, Claudina Nevis, Deborah Schwartz, Debbie Schwartz, Steve Clemons

Absent members: Ann Barsotti, Joan Borucki, Vince Brown, Will Bush, Gary Clark, Jim Culbeaux, Daniel Gullahorn, Dale Jablonsky, Joanne McNabb, Robert Quigley, David M. Carlisle, M.D., Dave Dawson, Pat Henning, Jimmy Orr, John Rea, Bernard Soriano, Wayne Strumpfer, Charlene Zettel, Pam Harris

Topic	Discussion Highlights	Action	Action Assignment
I. Meeting Minutes Committee & its Review Board discussion	Clark discussed need to stand up the Portal Review Board that will support the Committee by meeting monthly	1. Approved: **6/10 Minutes** 2. Approved motion to establish the **Portal Review Board:** Membership is CIOs & business leaders 3. Cancelled August meeting	CIO to amend **Portal Steering Committee Charter**: Membership is the directors & will meet quarterly
II. *California State Portal Framework*	John Jewell reported for the California Research Bureau (CRB): • CRB will present a high level report outline and issue list at the next committee meeting • Introduced Debbie Schwartz from the CRB who is scheduling departmental meetings to solicit input to the Portal Framework document		Debbie Schwartz & CRB team will meet with committee member departments & other selected departments to solicit input for CRB framework report
III. Projects: 1. DMV Portal project update	Denise Blair reported on DMV project status		

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2. DIR	Jim Culbeaux reported status of DIR's project for licensing, case management & portal and discussed their **business based** (not technical) procurement approach		Jim will share his findings regarding COTS customization & needs for reengineering
3. Common Business Systems	Clark Kelso provided brief status of the 4 ERP state projects: DWR, SCO, DOF, CDCR There was a discussion about **intellectual property contract language** & licenses issued in the name of California		Claudina to remind CIO to get from DGS current intellectual property contract language to review at some future Review Board meeting
IV. Identity, Authentication, & Privacy	This item was not discussed due to lack of time		
V. Enterprise Architecture (EA)	Clark announced approval from the Governor's Office to use loaned departmental staff to start the development of the Ca EA. The EA deliverables scheduled for April 2006 will be vetted and may be sent to forward as a GOR. Clark referenced the California EA information available on his web site http://www.cio.ca.gov/test/ITCouncil/Committees/ArchStandards.html	The **EA deliverables** scheduled for April 2006 will be vetted by the Committee, its Review Board & may be reviewed and approved as a GOR thru the State CIO's Office	
VI. Next steps	The next meeting will be for the Review Board on: September 9 from 1-3 P.M. Location: 900 N Street Room 340		
VII. Adjourn	Meeting adjourned @ 2:55 P.M.		